

CITY OF CARLISLE
SPECIAL CITY COUNCIL MEETING MINUTES
Monday, January 17, 2011
6:30 P.M.
Carlisle City Hall Council Chamber

Officials present: Mayor Ruth Randleman, Council members Eric Mahnke and Robert VanRyswyk, City Administrator Neil Ruddy, Police Chief Jason Doll, Public Works Superintendent Steve O'Braza, Electric Superintendent Don Miller, Library Director Keri Weston, Fire Chief Roy Galindo, Rescue Lieutenant Heather Deaton and Citizens Budget Advisory Committee members Norm Metcalf, Tim Shepard and David Kozak. Council members Doug Hammerand, Alma Reed and Drew Merrifield were absent. Mayor Randleman presided and called the meeting to order at 6:31 P.M. Due to lack of a quorum, the meeting was conducted as a discussion.

Terry Lutz, Mike Hall and Mark Crawford of McClure Engineering presented a review of the 2011-2015 CAPITAL IMPROVEMENT PLAN. It was noted that the plan identifies over \$24,000,000 in total capital improvements, including construction projects and vehicle and equipment purchases. In order to prepare a 2012-2016 Capital Improvement Plan, completed projects and purchases were deleted from the plan and new Capital Improvement budget requests were added to the plan. It was noted that identified needs will always be greater than available resources and that items will have to be prioritized. A process for prioritizing items by surveying the participants in the capital improvement planning process so that revenues can be targeted to the highest priority needs was explained. The primary revenue sources for Carlisle's capital improvements are general obligation bonds, state and federal grants and private contributions. Carlisle's current tax levy for debt service to pay for general obligation bonds is \$4.50 per \$1,000. It was explained that Clive has recently prioritized its capital improvement plan and set a self imposed debt service cap of \$2.00 per \$1,000 and that Fort Dodge has set a cap of \$4.00 per \$1,000. It is generally felt that Carlisle's cap should not be higher than the current \$4.50 per \$1,000.

The following conclusions of the SPACE NEEDS ASSESSMENT FOR THE FIRE/EMERGENCY MEDICAL SERVICES DEPARTMENT AND POLICE DEPARTMENT prepared by Zimmerman and Associates and the LIBRARY SPACE NEEDS ASSESSMENT prepared by George Lawson Library Planning:

<u>Facility</u>	<u>Basic footprints, including future expansion space</u>	<u>Cost (turn key)</u>
Fire/EMS facility	16,700 square feet	\$2.5 million
Library	17,000 square feet	\$3.4 million
Police facility	8,100 square feet	\$1.3 million,

will be added to the plan, although the cost estimates are thought to be high. It was noted that the Fire/EMS and Library projects probably will not move forward without a substantial capital campaign effort, similar to the Aquatic Center capital campaign that raised approximately 40% of the total cost

The choice between new furnaces and a new ceiling for 2010-11 Community Building repairs and was discussed. No decision was made.

Alma Reed arrived at 8:30 P.M. and a quorum was declared.

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The process for establishing a storm water utility, that would provide revenue for storm sewer improvements, was discussed. Recommended steps include a public kick-off session, a feasibility study, ordinance development, a public informational meeting and implementation of the rate structure and billing system. The estimated cost of establishing a storm water utility is \$40,000. The estimated cost for the kick-off meeting phase is \$4,000. Compared to storm water utilities in similar sized cities, annual revenue is estimated at \$100,000 if the rate is based on impervious area and at \$50,000 if a flat rate is used.

The need to budget for radio replacement for the Utilities and Public Safety Departments was discussed.

Motion by VanRyswyk, second by Mahnke TO ADJOURN AT 10:01 P.M. carried unanimously on roll call vote of those present.

Ruth Randleman, Mayor

Attest:

Neil Ruddy, Administrator/Clerk